

**National Industrial Sector Conference**

**Food, Drink and Tobacco**

**Hilton Brighton Metropole Hotel**

**Monday 28 November 2011**

**A G E N D A**

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**Plenary Session.**

This will take place in the Oxford Suite, Hilton Brighton Metropole Hotel at 9 a.m. (see enclosed plan) and will be chaired by Tony Woodhouse, Chair Unite Executive Council. The business for this session will include:

1. General Secretary's Report
2. Assistant General Secretary's Report
3. Contributions from the mothers of the Miami 5.
4. Nominations for the SOC for the 2013 National Industrial Sector Conference will also be taken at this session.

Following the plenary session each conference will adjourn to its own room and follow the agenda set out below:

**Food Drink and Tobacco**

**National Industrial Sector Conference**

**Hall 4, Hilton Brighton Metropole Hotel**

**The conference will be chaired by the National Industrial Sector Committee Chair: Peter Halpin**

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5. Apologies, Introductions and National Officers welcome
6. National Reports by Jenny Formby, National Officer.
7. 100% Campaign
8. Consideration of Sector Motions
9. Guest Speakers
  - Rob Oswald, General Secretary IUF
  - Rosalba Gaviria, Executive Member Fensuagro (Columbian Agricultural Workers' Union)
10. Elections
  - (a) Unite delegation to the 2012 TUC (Brighton)
  - (b) Unite delegation to the 2013 TUC

## DELEGATE LIST 2011

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<b>REGION</b>	<b>FORENAME</b>	<b>SURNAME</b>	<b>Delegate no.</b>
East Midlands	Jag	Bazaz	1
East Midlands	Debi	Bell	2
East Midlands	Allen	Bowler	3
East Midlands	Brian	Davies	4
East Midlands	Greg	Eadon	5
East Midlands	Neil	Johnson	6
East Midlands	Floyd	Major	7
East Midlands	Neelam	Verma	8
Ireland	Kate	Carson	9
Ireland	Ciaran	Maguire	10
Ireland	Billy	Miller	11
Ireland	Mark	Williams	12
London & Eastern	Omosefe	Ajakaiye	13
London & Eastern	Veronica	Barnard	14
London & Eastern	Mark	Bird	15
London & Eastern	Michelle	Braveboy	16
London & Eastern	Daren	Brett	17
London & Eastern	John	Byrne	18
London & Eastern	David	Copperthwaite	19
London & Eastern	Colin	Cunnington	20
London & Eastern	Rebecca	Gouldbourne	21
London & Eastern	Sharon	Lyons	22
London & Eastern	Simon	McCartney	23
London & Eastern	Liz	Robson	24

London & Eastern	Steven	Seymour	25
NEY&H	James	Bradley	26
NEY&H	Kevin	Burn	27
NEY&H	Peter	Halpin	28
NEY&H	Mark	Heginbottom	29
NEY&H	Paulene	Robson	30
NEY&H	Peter	Watson	31
North West	Dave	Daly	32
North West	Martin	Donaghy	33
North West	Thomas	O'Reilly	34
North West	Michael	Quinn	35
North West	Jackie	Whitmore	36
Scotland	Kelly	Graham	37
Scotland	Derek	Hartley	38
South West	Dave	Bastin	39
South West	Ahmed	Hansdot	40
South West	Kevin	Jones	41
South West	Kevin	Preest	42
West Midlands	Tracey	Ashworth	43
West Midlands	Michelle	Cunningham	44
West Midlands	Nigel	Hamilton	45
West Midlands	Keith	Taylor	46

## SECTOR MOTIONS

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### **1 Agency workers and precarious employment**

Conference notes with concern the extensive use of the Swedish Derogation and other tactics such as introducing 'new starter' rates of pay and minimum terms and conditions as a means of avoiding their obligations under the Agency Worker Regulations. As a result this means that hundreds, if not thousands, of agency workers will be on worse terms and conditions, and more precarious employment than previously

Conference calls upon the Executive Council to take the following actions:

- To raise the political profile of this issue at all levels through both the TUC and our Unite Labour group of MPs and to campaign for decent terms and conditions and equal rights for all agency workers
- To highlight to all Unite shop stewards the importance of organising agency workers on every site and to fight for equality, not just for the benefit of all those on precarious employment but to protect hard won terms and conditions from being undermined by excessive use of cheap labour
- To produce a range of materials to support this activity including posters, leaflets and shop stewards' simple guides.
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Moved by: Mark Pryor

Seconded by: Peter Halpin

**National Industrial Sector Committee**

### **2 Agency Workers Regulations – Regulation 10 'The Swedish Derogation'**

The East Midlands Regional Industrial Food, Drink & Tobacco Sector Committee welcomes the Agency Workers Directive and the limited protection it will offer to agency and temporary workers within our Sector. The Committee is seriously concerned about the impact this will have on agency and temporary workers of the so-called 'Swedish Derogation' as outlined in Regulation 10.

The Committee believes that this derogation undermines the whole essence of the Agency Workers Directive and therefore calls upon this Conference that the Union starts a co-ordinated National Campaign with the aim of closing this loop-hole in order to provide greater protection to Agency and temporary workers alike.

Moved by: Brian Davies

Seconded by: Jag Bazaz

**East Midlands**

### **3 Subsidising low pay with benefits**

Conference notes with concern the number of extremely wealthy companies who pay very low rates of pay and minimum terms and conditions resulting in many thousands of workers being forced to claim additional benefits in order to survive. Conference further notes that this is very widespread throughout the FDT sector in food manufacturing, food retail and the hotel, restaurant and hospitality sector but is also common across many other sectors.

Finally, Conference recognises the further threat to these low paid workers by the cuts in services and threats to benefits by the vicious attacks of the current Con-Dem Government.

Conference therefore calls upon our EC to launch a campaign to highlight this issue, naming and shaming those companies who pay fat-cat directors lottery-winning salaries and bonuses at the top but whose workers who create that wealth live in poverty.

This campaign should also be linked to a call for the minimum wage to be increased to the Living Wage across the whole of the UK and to the London Living Wage in London.

Moved by: Martin Donaghey

Seconded by: Mick Quinn

**National Industrial Sector Committee**

### **4 Domestic Workers Rights**

This conference welcomes the adoption by the International Labour Organisation of Convention 189 – (Decent Work for Domestic Workers) – but condemns the UK Government for refusing to ratify the Convention while at the same time planning to introduce work permit rules which will condemn migrant domestic workers to abuse and exploitation at the hands of unscrupulous employers.

In the light of this, this conference calls upon Unite to mount a vigorous campaign to ensure domestic workers:

- Maintain their right to change employer.
- Maintain the right to settle in the UK.
- Are recognised as workers with full employment rights.
- Achieve equal rights and protection when working in diplomatic households.
- Are protected under ILO convention 189 – ratified by the UK Government.

Moved by: John Byrne

Seconded by: Simon McCartney

**London and Eastern**

## **5 Salt, Sugar and Fat Content**

This conference welcomes moves by both government and the food and drink industry to promote healthier lifestyles which has resulted in more informative labelling on food/drink products. However, despite the advances made, conference is still concerned that not enough emphasis is placed upon reducing salt, sugar and fat content in foods rather than just labelling the contents. We find it most worrying that some companies are still producing foods, aimed primarily at children which contain:

1. More than 4 teaspoons of sugar in a 200 ml bottle of fruit drink.
2. More than half the daily allowance of salt for a child of 5 in a cheese cracker snack.
3. More than 42% of sugar in a coco pops snack bar.

With childhood obesity predicted to rise in coming years conference calls upon government and the food and drink industry to make stringent efforts to reduce salt, sugar and fat contents in our childrens food. We also ask that our National Industrial Sector Committee does what it can to raise awareness of the issue and express our concerns at the highest level.

Moved by: Paulene Robson  
Seconded by: Kevin Burns  
**h East, Yorkshire and Humber**

## **Joint-General Secretary's Report**

### **I. Winning the Battles that Face Us**

Good morning. Colleagues, this is a day that I have been looking forward to for a long time when we bring together our industrial strength in the sector conferences. What is so vital about sector conferences is it gives you the individual right within your sector to determine your policies. It is not going to be determined by anyone else. It will be determined by you. There is no other lay democratic process anywhere at all than what you are doing now, and you are doing it within the bounds of Unite. And why? Because as individual sectors, we would not have the strength to win the battles that face us.

We knew this when we first discussed bringing together Amicus with four recently merged unions, and Tony with the T&G bringing those together. This is the only merger in the history of the movement that I can recall, that is not based on the fact that one or other partner were a lame duck; financially or in membership difficulties. It has been brought together for a strategic reason. There is an obvious reason: strength in the workplace, strength in your workplaces. We could spend our time fighting together instead of fighting each other: who is going to get the membership? Who is going to get the single union agreement? We do not have to worry about that now.

There are still some areas where old histories will take a while to die away, but we can spend the time much more productively fighting on behalf of all our members to improve terms and conditions and build our membership through organising, through the 100% Campaign and trying to stem the decline in union membership due to the economic problems that we currently exist in. That is great and that is wonderful, and that alone would be worth doing. But if that is all we did – if that was the limit of it – then it is all about winning in the workplace. Under the present set-up, we will ultimately lose a much bigger and greater battle.

We will fight to try and repeal the anti-union laws. We will fight to try and allow solidarity actions which are illegal under those anti-union laws. We will support our colleagues who, for example, if you recall the refinery workers and the construction workers challenged by the law because of solidarity action. We did not get the law used against us, maybe because we have a Labour government. Maybe they held back because they did not want to expose an open sewer. But, sooner or later, unless we change the law we will not be able to have that solidarity action win it back.

## II. Changing Politics

So, there is a greater battle to fight than the next wage claim, or regrettably, the fight to protect jobs as people are threatened with redundancy. That greater fight is one of the three reasons why we merged T&G and Amicus together. It is to change politics. Tony referred to it: we want people in Parliament that represent us. I do not want people in Parliament representing us; I want us in Parliament representing us.

I go around on regional tours and I say to people, 'Why? Why aren't people in this room MPs? Why not?' Many of us do not believe we have it in us. Somehow or other we believe it is something special to be a MP. Crikey, if you look at some of them you cannot believe that for much longer, can you? We need people in Parliament that represent us. Back to the traditional roots of the party we created. The Labour Party did not create the trade union movement; it was the other way around. We created the Labour Party and it is time – long past time in fact – that it was back to that tradition and back to representing our interests. We would not be low in the polls. We would not be as concerned, disillusioned, or disappointed if we had a party that was our party. It is time to take it back and we need a big, strong union to do it. That is us. There is not another union that can do it. There is not another union with the breadth and strength to do it. Quite frankly, I wonder if there is any other union with the intelligence to do it.

Let us look at some of them. Our friends in the Rail, Maritime and Transport (RMT) Union. One of our National Officers told me that in the transport sector, in real terms, there is something like 60% unorganised, so what is the RMT's answer to recruiting their 60%? They go down to Heathrow and pinch our taxi drivers. They go into the old North Sea and to the oil rigs to do that. It is time they got on the bloody railways and organise them; an indication that a single specialised union cannot survive. We cannot survive unless we have this kind of a conference because everybody in a big, powerful union will say, 'This union does not represent me'. You will have unions saying, 'Join us because your union is too big and broad and they are not interested in you'. Well, this is the answer. The sectors give you the right to determine your own policy, but within a union big enough to make a difference.

Let us assume for example, we change the law, we win Parliament, we win the Labour Party back and we get shot of the anti-union laws. There is a bigger battle still to fight, and what is tragic about it is that most people do not actually know it because we are concerned about today's problems.

We have just applauded two good colleagues, John and David from Canada. Vale Inco, a Brazilian company intent on world domination. They want to buy up all the mineral resources so that one company can control almost life itself; become so powerful it can dictate to governments. They are in a four month strike because they are up against a powerful conglomerate. We referred the crisis of capitalism. Do not believe for one minute

that that crisis of capitalism was a crisis of the capitalists. They are still there, they are still powerful, they control fortunes, they dictate to governments. It is fairy stories, you know, the faceless ones, you do not see them. Not the G8, not the G20, the faceless ones; the ones that can pull strings, bring governments down, start wars, stop wars, create crises in energy, and move petrol prices around so that the rest of us suffer as a consequence. Those people are still there and they operate on a global scale. How do we as working people expect to contend when they are more powerful than the government that we could create?

### **III. Our Challenge**

We have to have a plan. We have to have a plan that builds an international union strong enough to take on the strongest of the conglomerates. A union that anyone who works anywhere in the world for any particular company can join. A union that can, for example, bridge the dilemma that we just experienced at General Motors; where the Germans tried to screw everybody else with that Magna contract. Until the intervention of ourselves, and particularly Tony, which got our government galvanised, and they think those in Germany who scuppered the deal, and Tony is very popular in Germany now apparently. When we have got back to GM, what were the Germans saying? 'Ah, you will be all right in Britain but in a few months you won't be'. There is still that competition, and that is what happens in global federations, quite frankly. We all sit around and have great ideas and then we all go back and look after our own backyards; a bit like we could be if we are not careful. We sit around and talk about our policies and then go back to our own backyards.

It is time to think outside the box. It is time not just to think about how we win terms and conditions or even how we change the laws to make it easier for us to win terms and conditions. It is about how we are going to survive in the future if we do not have a union capable of fighting on the international front, that can stand solidly with Vale Inco colleagues because we have plants over here that belong to that conglomerate. We should be in a position to fight across the board.

That is the challenge, so why did we come together? Because you cannot build an international union if you cannot build a UK union, or a German union, or an Australian union, or an American union. That is why we stand in with the United Steelworkers (USW) and with Workers United. It is a beginning perhaps, but hopefully a successful beginning that will go on to build that international union.

### **IV. Conclusion**

Colleagues, when we talk about building a union where there is no place for fear, fear this: unless we change politics and ultimately build an international union we need to be very afraid. That is the task and only this union can do it in this country; no other union can. That is the challenge to you. I am delighted, absolutely delighted, that we have been brought together in this way. Whatever we do in the future, whoever we elect as General Secretary, and whoever we elect as our Executive, needs to keep one thing clearly in mind: strong workplaces are no better than shuffling deck chairs on the Titanic if we do not have a political and international strategy. If some colleagues, and I have read some of them, now change their leaflets to reflect that they will get my support. Thanks.

## 1. Apologies, Introductions and National Officers welcome

The National Officer welcomed delegates to the conference on behalf of the NEC and the joint General Secretaries. Jennie drew people's attention to the standing orders and the administrative arrangements for the day. Jennie went on to introduce the top table and record any apologies from delegates unable to attend (see below).

### **On the front table:**

Jennie Formby	National Officer
Peter Halpin	Deputy Chair of the National Industrial Committee, Chair of Conference
James Lazou	Research Officer
Peter Rossman	IUF

### **EC members present**

Dave Nestor	FDT (Amicus section)
Mark Plumb	FDT (T&G section)
Alyson Deakin	Observer

## 2. National Report – Jennie Formby, National Officer

The National Officer drew attention to her national report (attached in the appendix) and expanded on some of the issues covered.

In particular Jennie highlighted the trend across the sector of companies using the recession as an excuse to attack jobs and terms and conditions despite the sector being one of the least effected by the recession.

Jennie raised the strategy across the sector of financialisation of companies who are focussing almost exclusively on maximising shareholder value at the expense of the workers. In particular Jennie highlighted issues at Diageo, Cadbury, United Biscuits, Nestle, Burtons, Carlsberg and Unilever.

Jennie finished by emphasising the work the union is doing for its members, and the importance of providing strong leadership to give members the confidence to fight back, and stressed that every delegate to the Conference is a key part of providing that leadership on the ground. She then took questions from the floor.

**3. Composites and withdrawal of motions recommended by the Standing Orders Committee.**

Composites 1 and 2 were accepted

**4. Consideration of Sector Motions  
See end**

**5. Guest Speakers**

**a. Peter Rossman, Communications Director for the IUF**

Peter Rossman spoke to members about the work of the IUF in bringing together workers across the globe in the food, drink, tobacco and hospitality sectors.

Peter talked about the nature of the food sector and how despite being the biggest manufacturing sector in the world and highly profitable, it is shedding jobs faster than any other because of the global strategy of the major players. Peter talked about the impact of high levels of debt, share buy backs and private equity finance that are resulting in severe attacks on jobs and terms and conditions across the sector.

Peter then went on to explain the IUF's approach to tackle the issue globally and set up global bargaining agreements with the major companies and reported on the recent success in the IUF's Casual-T campaign for Pakistani workers in Unilever. He also outlined the latest campaign in Nestle which is mounting attacks on trade union organisation and collective bargaining rights across the world, and noted from Jennie's report that those attacks are now starting in the UK with their announcement of pay freezes and a move away from consolidated negotiated pay increases to performance-based rewards.

In thanking Peter for his excellent contribution, Jennie Formby stressed the crucial that the IUF is currently playing in many of the ongoing campaigns within the FDT sector as they not only have links with trade unions across the globe in every transnational company in which we organise in many of them such as Coca Cola have established relationships with

management at the very highest level within the company, giving us opportunities to raise issues beyond the restriction of the UK organisation

**b. Martin Sandoval, Regional President of the Permanent Committee for Human Rights, Colombia.**

Martin spoke about the dire human rights situation facing Colombian trade unionists and human rights activists. Colombia is the world's most dangerous place to be a trade unionist with 573 union leaders killed between 2002 and 2009 and 31 killed so far this year. Martin talked about the need for international solidarity and the work Unite is doing to support those struggling for change.

**c. Joe Guido, USW representative from the striking Vale Inco Mine and Jon Greenen, Vice President of the USW**

Joe Guido talked to members about the issues facing workers in the Brazilian mining company Vale Inco and the action that they are taking to defend their terms and conditions. Joe talked about the continuing strike action, community campaigns and also the international solidarity action that they are using to put pressure on the Brazilian multinational.

Jon Geenen then spoke to the conference about the work that the USW and Unite are doing through the Workers Uniting merger. Jon highlighted joint campaigns including on issues such as US health care reform and support for striking workers in Vale Inco.

**d. Gertrude Hambira, General Secretary of the General Agriculture and Plantation Workers Union of Zimbabwe (GAPWUZ)**

Gertrude talked about the continuing struggle of the Zimbabwean agriculture workers against the extreme abuses taking place under the guise of land reform.

She also highlighted the terrible economic situation facing Zimbabwean workers and the severe attacks that continue to impact on trade unionists in Zimbabwe. She urged all delegates to use the film that had been produced by her union to spread the word to other trade unionists about the issues that are being faced and to gain support to put on further pressure, and it was agreed that copies would be produced to be sent to every delegate.

## 6. Elections

- (a) Unite delegation to the 2010 TUC (13<sup>th</sup>-16<sup>th</sup> September in Manchester) – two to be elected, at least one to be a woman.

**Candidates:** Lisa Dane

Mover: Dennis Wilson

Second: Simon McCartney

**Billy Millar**

Mover: Rodney Stewart

Second: John Ball

**Mark Bird**

Mover: Chris Cawley

Second: Rebecca Gouldbourne

**Simon McCartney**

Mover: Martin Donaghy

Second: David Matthews

**Lisa Dane was elected unopposed and Mark Bird was duly elected following a ballot**

- (b) Unite delegation to the 2011 TUC (Brighton) – two to be elected, at least one to be a woman.

**Candidates:** Joan Melling

Mover: Dennis Wilson

Second: David Matthews

**Billy Millar**

Mover: Rodney Stewart

Second: Trevor Sterrett

**Simon McCartney**

Mover: Martin Donaghy

Second: Paul Almond

**Joan Melling was elected unopposed and Simon McCartney was duly elected following a ballot.**

(c) One substitute delegate for 2010 and 2011 TUC.

**2010 Substitute:**

**Candidates: Billy Millar**

Mover: Rodney Stewart

Second: Ciaran Maguire

**Leza Horton-Whitfield**

Mover: John Ball

Second: Neil Johnson

**Chris Cawley**

Mover: Simon McCartney

Second: Mark Pryor

**Following a ballot Chris Cawley was duly elected substitute delegate for 2010**

**2011 Substitute:**

**Candidates: Billy Millar**

Mover: Rodney Stewart

Second: Ciaran Maguire

**Stephen Seymour**

Mover: Dennis Wilson

Mover: Chris Cawley

**Leza Horton-Whitfield**

Mover: John Ball

Second: Lynn Irving

**Dave Mathews**

Mover: Paul Almond

Second: Martin Donaghy

**Following a ballot Billy Millar was duly elected substitute delegate for 2011**

**1. MANUFACTURING**

This Conference calls upon the Executive Council to work with the Government in enforcing stricter laws which will stop the tide of factory closures in sustaining and safeguarding UK jobs for the UK workers.

**WALES**

**Withdrawn in favour of Composite 1**

**2. DIAGEO**

This Conference is deeply concerned at the attacks on Jobs of some 1,000 workers at Diageo Plants in Kilmarnock and the Port of Dundee Distillery in Glasgow. We call on the Conference to support a motion to step up the fight to secure these Jobs and Communities from the vicious and needless onslaught from the Employer to satisfy Diageo's thirst for greed and not need.

**SOUTH WEST**

**Withdrawn in favour of Composite 1**

**3. UNILEVER**

The Conference to campaign and support the Lipton Tea workers plant in Khanewal against intimidation, violent attacks and the denial of permanent jobs.

**SOUTH WEST**

**Motion withdrawn by mover as the campaign has been successful**

#### **4. SALT, SUGAR AND FAT CONTENT**

Conference recognising that the Industry is keen to adopt a voluntary approach towards improving Public Health welcomes the initiatives being taken by companies within the sector. Conference is also aware that Food, Drink and Tobacco is the single largest manufacturing sector in the UK and Ireland representing almost 14% of the total manufacturing workforce. It is therefore vital that in order to protect manufacturing jobs within the UK and Ireland, that decisions which may impact on the Industry's must be made with full information and consultation arrangements in order to protect the job security of members within the sector conference therefore calls upon the relevant bodies of Unite the Union to Actively campaign for the UK and Irish Governments to enter into constructive dialogue with the Food, Drink and Tobacco Industries and the Trade unions in order to put a more robust Agenda which will

- i Look more closely at controlling salt and sugar levels
- ii protect the job security of those employed within the sector
- iii oppose binding legislative measures upon the premise of healthy living and promote a voluntary approach based on consumer choice.

**IRELAND**

**Mover: Ciaran Maguire**

**Seconder: Yvonne Harvey Formally**



**7. PENSION SCHEMES**

This conference calls upon the Union to mount a vigorous and concerted campaign to protect the remaining final salary pension schemes within the food drink and tobacco sector and to also publicly expose those employers who are using the current credit crunch as an excuse to restructure and undermine terms and conditions of our members.

**NORTH EAST, YORKSHIRE AND HUMBER**

**Withdrawn in favour of Composite 2**

**8. PENSIONS**

This Conference calls upon the Executive Council working with Government to increase the monetary value of the pension liability fund to protect final salary & D.C. Schemes.

**WALES**

**Withdrawn in favour of Composite 2**

## **COMPOSITES AND WITHDRAWAL OF MOTIONS**

Conference supported the recommendation from the Standing Orders Committee recommends that:

- (a) Motions 1 and 2 be withdrawn in favour of composite 1
  
- (b) Motions 7 and 8 be withdrawn in favour of composite 2

### **COMPOSITE 1 DIAGEO AND JOBS**

This Conference is deeply concerned at the attacks on jobs of some 1,000 workers at Diageo plants in Kilmarnock and the Port of Dundee Distillery in Glasgow. We call on the Conference and the Executive Council to:

- 1) support a motion to step up the fight to secure these jobs and communities from the vicious and needless onslaught from the employer to satisfy Diageo's thirst for greed and not need.
- 2) To work with the Government in enforcing stricter laws which will stop the tide of factory closures in sustaining and safeguarding UK jobs for UK workers.

**Mover: Jim McGhee**  
**Seconder: Win Avery Formally**

**Composite passed Nem Con**

### **COMPOSITE 2 PENSION SCHEMES**

This Conference calls upon the Union to mount a vigorous and concerted campaign to protect the remaining final salary pension schemes within the food, drink and tobacco sector and to also publicly expose those employers who are using the current credit crunch as an excuse to restructure and undermine terms and conditions of our members.

Conference calls upon the Executive Council working with Government to increase the monetary value of the pension liability fund to protect final salary and D.C. Schemes.

**North East moved the motion formally**  
**Composite passed Nem Con**

# Standing Orders 2011

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## STANDING ORDERS – NATIONAL INDUSTRIAL SECTOR (NIS) CONFERENCES

### 1) Purpose

The National Industrial Sector Conference has the following purposes:

- 1.1 to set industrial policy for the Sector provided that it is not inconsistent with the general policy and objectives of the union.
- 1.2 to consider emergency motions, on matters that are in accordance with 1.1, that could not have been considered by a RISC, which should be submitted in writing to the General Secretary for the attention of the Standing Orders Committee.
- 1.3 to elect representatives to attend the annual TUC Congress
- 1.4 to elect the Standing Orders Committee for the following NIS Conference

### 2) Composition and Size of NIS Conference

- 2.1 NIS conferences will be comprised of one delegate per 1,000 paying members in the Sector (subject to a minimum of 30 delegates). Regional allocations will be based on paying membership in the region in the sector.

### 3) Delegates and attendees

- 3.1 The NIS Conference will be open to all accountable representatives of workers elected by Regional and/or National Industrial Sector Committees.

- 3.2 All delegates will be allocated a numbered seat and will retain that for the duration of conference.
- 3.3 Executive Council members, working in or representing the sector but not elected as delegates shall be invited to attend on an *ex officio* basis.

#### **4) Chair**

4.1 The Conference plenary shall be chaired by the Chair of the Executive Council.

4.2 The Sector Conference shall be chaired by the chair of the National Industrial Sector Committee.

4.3 The Chair shall only have an ordinary vote on all matters if elected as a delegate.

4.4 The Chair shall not have a casting vote.

#### **5) Secretary**

5.1 The National Official or other employee shall act as Secretary to the conference – advising the chair as appropriate and, assisted by a member of the Research Dept, recording decisions taken and the outcome of the elections.

#### **6) Order of Business**

6.1 The Order of Business for the Conference shall include:

1. Plenary: General Secretary supported by the Assistant General Secretaries as appropriate
2. Election of delegates to form the SOC for the following NIS Conference
3. Political, international and other speakers
4. National Officers' Introduction and Apologies
5. National Officers Report including national strategy for the Sector
6. Consideration of composites and motions approved by Standing Orders Committee.
7. Election of delegates to the annual TUC Congress for the next two years

#### **7) Conduct of elections**

- 7.1.1 All nominees in conference elections shall be individually nominated and seconded. Nominees who do not attend may be elected provided they have given an appropriate apology reported by the National Officer and accepted by conference.
- 7.3.1 Votes shall be cast by a ballot vote or by show of hands from amongst those delegates present at the Conference.
- 7.3.2 Any dispute about the conduct of an election should be settled by the Chair. If it is not possible to settle any dispute at the Conference, then an appeal should in the first be lodged with the Standing Orders Committee which has overall responsibility for the conduct of the elections.
- 7.3.3 In the unlikely event that any such dispute cannot be settled, an appeal against the decision of the Chair can be forwarded to the General Secretary, who may delegate handling the appeal to an appropriate senior official.

## **8) Conduct of Business**

- 8.1.1 The Chair shall be responsible for the conduct of the meeting. Delegates may only speak when called by the Chair. The Chair shall have discretion on whether to allow a delegate to speak more than once on a subject..
- 8.2 The mover of a motion shall be allowed five minutes and subsequent speakers three minutes each. No delegate shall be allowed to speak more than once on any motion except the mover who shall have the right of reply.
- 8.3 Next business, that the vote be taken or such other procedural motions may be moved and seconded by any delegate who has not previously spoken during the debate. There shall be no speeches on such motions.
- 8.4 Emergency motions shall be put in writing to the General Secretary for the attention of the Standing Orders Committee. No such motion shall be deemed an 'emergency' that is connected with circumstances which could have been dealt with by conference/committee allowed to forward motions for the agenda.
- 8.5 The Chair shall have the same speaking rights as any other delegate. In addition, the Chair may intervene during or at the conclusion of any discussion, to clarify the issues decided and/or to sum up the discussion.

8.6 A delegate who wishes to raise a point of order (which must be confined to the manner in which the meeting is being conducted) should say “*point of order*” and hold his/her hand aloft until called by the Chair. Subject to that exception, delegates should not interrupt another speaker.

8.7 The ruling of the Chair on any question relating to the conduct of the meeting shall be final unless a challenge to the Chair is supported by at least two thirds of the delegates present..

8.8 Save as provided herein, the business of the Conference shall be conducted in accordance with the normal rules of debate as laid down by Walter Citrine in the ABC of Chairmanship.

8.9 In the event of an equality of votes, the proposition before the conference shall not be carried.

**9) Smoking/Alcohol/mobile phones**

9.1 There shall be no smoking or consumption of alcohol allowed at the Conference.

9.2 All mobile phones should be switched off at all times during conference.

## Hilton Brighton Floor Plan

